

9 NOV 1982

MEMORANDUM FOR: Chairman, CIA Cafeteria Committee

FROM:
Chief, Building Planning Staff, OL

SUBJECT: Food Service Expansion

1. Construction of a major new building at Headquarters will require an expansion of food service facilities to accommodate the increased population. Additional space has been included in the planning to account for this need.

2. It is requested that the Cafeteria Committee assist this Staff by providing guidance on the types and quantities of services desired in the expanded food service facilities. The preliminary guidance should address the type of service, e.g., cafeteria, fast food, catered, buffet, and the number of employees to be serviced by each. A preliminary response is requested by the end of this calendar year.



STAT

OL 2 5121

P AC - Dec

ROUTING AND RECORD SHEET

File #

SUBJECT: (Optional)

Food Service Expansion

FROM:

Chairman, Cafeteria Committee
4E06

EXTENSION

NO.

DATE

9 November 1982

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Bruce Johnson
D/ODP
2D00 Hqs

2. EXO

3.

4.

5.

6.

7.

8.

9.

10.

11.

12.

13.

14.

15.

The attached, from the Chief of the Building Planning Staff, is the first step to which the members of the committee can contribute, which hopefully will lead to the kind of food service in the new building we wanted. I am passing this memo on to you in anticipation of a meeting of the Cafeteria Committee, in the immediate future, to begin to formulate the requested reply.

I have consulted with the C/BPS and learned from him GSI input is also sought and will invite GSI representatives to a CAFCOM meeting.

Please be thinking about this and soliciting any reasonable suggestions from co-workers and other interested parties.

Please call me if you have any questions.